

**MINUTES**  
**NORTH CENTRAL MICHIGAN COLLEGE BOARD OF TRUSTEES**  
**REGULAR MEETING – Library Conference Rooms 1 & 2**  
**Tuesday, September 24, 2024 (4:00 p.m.)**

1. CALL TO ORDER

Chairman Rasmussen called the meeting to order at 4:00 p.m.

2. ATTENDANCE ROLL CALL TAKEN:

PRESENT: Trustees Etienne, Fought, Keiswetter, Kromm, Pretty, Rasmussen, and Shirilla

ABSENT: None

Chairman Rasmussen welcomed Trustee Kromm to his first meeting.

3. APPROVAL OF AGENDA

It was moved by Trustee Etienne and supported by Trustee Pretty that the agenda be approved with the following modification: Addition of item 8.e. Michigan Scholarships.

AYES: Trustees Etienne, Fought, Keiswetter, Kromm, Pretty, Rasmussen, and Shirilla

NAYS: None

ABSENT: None

4. APPROVAL OF MINUTES

It was moved by Trustee Fought and supported by Trustee Shirilla that the minutes of the August 27, 2024, Regular Meeting, be approved as drafted.

AYES: Trustees Etienne, Fought, Keiswetter, Kromm, Pretty, Rasmussen, and Shirilla

NAYS: None

ABSENT: None

5. COMMUNICATIONS

President Finley shared the following communications:

a. NCMC Library hosts “Four Humors” Shakespeare exhibit.

The North Central Michigan College Library announces the opening of the traveling exhibit “*And there’s the humor of it!*” *Shakespeare and the Four Humors*, now free to the public through September 27. This engaging exhibit explores the relationship between William Shakespeare’s literary genius and the ancient theory of the four bodily humors — blood, yellow bile, black bile, and phlegm — and their profound influence on the author’s works and character development.

The exhibit invites visitors of all ages to enjoy a fascinating blend of literature, history, and early medical theory. Visitors can determine their own dominant humor with a temperament test inspired by online psychometric assessments. Participants will also receive exclusive stickers representing each of the four bodily humors, providing a fun and personalized souvenir from their visit.

More information may be found here:

<https://www.ncmich.edu/community-events/news-and-press-releases/shakespeare-four-humors-exhibit.html>

b. NCMC Foundation receives major endowment from the Bay Harbor Foundation.

The North Central Michigan College Foundation is pleased to announce that it has received a donation of \$500,000 from the Bay Harbor Foundation. This generous gift will be held as an endowment by the NCMC Foundation and will fund annual scholarships through the newly established Bay Harbor Community Endowment.

The Bay Harbor Community Endowment is designed to continue the 20-year mission of the Bay Harbor Foundation Scholars Program, which provided recognition and financial assistance to deserving students with ties to the Bay Harbor community. The scholarships will be available to Emmet County residents, with preference given to Bay Harbor employees and their children or grandchildren.

The full press release may be found here:

<https://www.ncmich.edu/community-events/news-and-press-releases/bay-harbor-community-endowment-established.html>

c. NCMC signs agreements with CMU, NMU, ensuring smooth transfer for Global Studies students.

North Central Michigan College (NCMC) and Central Michigan University (CMU) have finalized a new partnership promoting seamless transfer between the two institutions. A similar partnership has also been finalized between NCMC and Northern Michigan University (NMU). These "2+2" transfer articulation agreements ensure that students who complete North Central's two-year Global Studies degree can transfer those credits to CMU or NMU, completing a bachelor's degree from either university in just two years.

A big thanks is extended to Kerri Finlayson, Scott LaDeur, Angle Larson, Anne Morningstar, and team captain Sara Glasgow. Former faculty Charlie McCaffrey and Liam Randall helped to develop this curriculum!

More information may be found here:

<https://www.ncmich.edu/community-events/news-and-press-releases/ncmc-global-studies-transfer-agreements-cmu-nmu.html>

## 6. SCHEDULED PUBLIC COMMENT

There was no scheduled public comment.

## 7. FINANCIAL REPORT

Dr. Tom Zeidel, Vice President for Finance & Facilities was asked by Trustee Fought to provide a financial report for August 2024. Tom certified that the financials as of August 2024 are within the adopted tentative budget for 2024-25.

It was moved by Trustee Fought and supported by Trustee Keiswetter that the financial report and statement of bills be accepted as submitted.

AYES: Trustees Etienne, Fought, Keiswetter, Kromm, Pretty, Rasmussen, and Shirilla  
NAYS: None  
ABSENT: None

## 8. PRESIDENT'S REPORTS

President Finley shared the following:

a. Lifelong Learning Success

Dean of Corporate and Community Education (CCE), Christy Lyons, announced that all classes in August were fully booked, and 14 classes for September and October are also at full capacity. In four short years, Lifelong Learning has grown to serve over 7,000 unique participants.

b. Ground Blessing – October 7, 2024

North Central Michigan College is pleased to partner with the Little Traverse Bay Band of Odawa Indians to conduct a Ground Blessing on campus October 7, 2024 at 2:00 p.m. This ceremony is being held as we prepare to begin Phase II of the Career and Technical Education Enhancement (CATEE) Project. During Phase II, we will be expanding the Health Education and Science Center and also razing/rebuilding the Technology Center.

It is a way to honor the history and heritage of this area, and the peoples who have lived here for many generations.

c. CATEE Project Update

Phase I of the CATEE project, which is four mock hospital rooms, a debriefing room and storage space is near completion. We are on track to have access to this area on November 1, 2024.

d. Enrollment

The final enrollment report came out and showed we are up nearly 5% on overall head count. Additionally, we saw a 4% increase in degree seeking (non-dual headcount) and 12% increase in full-time students. We applaud everyone on campus for their continued outstanding work to build the Fall 2024 incoming class.

e. Michigan Scholarships (Utilization of State Scholarships)

Dr. Beverly, Director of MiLEAP shared with President Finley that North Central is 'leading the pack' in awarding state-funded scholarships in comparison to our peers. President Finley thanked the Financial Aid and Business Office staff for their outstanding work.

## 9. COMMITTEE REPORTS

a. Finance & Facilities Committee

Trustee Fought shared that the Finance & Facilities Committee met on Tuesday, September 17, 2024, to review financials and several other items. The Finance Committee reviewed the Best Practices – Local Strategic Value Template prepared by the College's staff.

Background:

Each year the College is required to report to the State Budget Office, Office of Education how it is meeting "best practices" under three categories: 1. Economic Development and Business or

Industry Partnerships, 2. Education Partnerships, and 3. Community Service, with each category containing five required subparts. This reporting requirement is set for in the Sec. 230 of the State School Aid Act.

A 9-page document has been prepared and distributed to each Board member identifying the three categories, the five required subparts of each category, and how the College is meeting each requirement.

The State requires that the Board certify that best practices have been met. This certification is critical for the State appropriation process.

Trustee Fought motioned and Trustee Pretty supported that the Board of Trustees of North Central Michigan College certify that the College meets the best practices standards required for State appropriations under Section 230(2) of the State School Aid Act, as documented in “North Central Michigan College Local Strategic Value Table.”

AYES: Trustees Etienne, Fought, Keiswetter, Kromm, Pretty, Rasmussen, and Shirilla

NAYS: None

ABSENT: None

#### 10. STUDENT SUCCESS

President Finley introduced Joseph Puzio, PTK Treasurer, Student Senate Treasurer, and 2<sup>nd</sup> year Presidential Scholar to provide a brief report on the MCCA Student Leadership Retreat at Camp Newaygo. Joseph reported five other students along with Thea Murray, NCMC Student Success Coordinator, attended the 2024 MCCA Student Leadership Retreat at Camp Newaygo on September 20-22, 2024. The purpose of this retreat was to learn how to bridge the gap between fellow student leaders, staff, and board members at the College. Joseph noted that there were informational group discussions, activities, and speakers showing students how to make a portfolio. Joseph shared the group was grateful for the opportunity to attend.

#### 11. OLD BUSINESS

None.

#### 12. NEW BUSINESS

##### a. Sabbatical Report – Erick Haight

Professor Erick Haight thanked the Board for their approval of his Summer Sabbatical proposal, and handed out a copy of a prospective culture assessment tool for any faculty member to use. While discussing the culture assessment tool, Erick used examples taken from his sabbatical experiences to illustrate how it might work in a classroom environment, while also discussing its potential for meaningful program assessment for the College.

##### b. Election of Vice Chair

Chairman Rasmussen noted that, as many of you are aware, Trustee Dave Kring tendered his retirement from the Board of Trustees effective July 31, creating a vacancy at Vice Chair.

Chairman Rasmussen motioned and Trustee Pretty supported to election of Trustee Etienne to fill the vacant role through the remainder of this calendar year.

AYES: Trustees Etienne, Fought, Keiswetter, Kromm, Pretty, Rasmussen, and Shirilla  
NAYS: None  
ABSENT: None

c. Committee Assignments for Trustee Kromm

Chairman Rasmussen noted that Trustee Etienne will be replaced by Trustee Kromm on the Curriculum Committee, and Trustee Pretty will replace former trustee Dave Kring on the Finance and Facilities Committee.

13. UNSCHEDULED PUBLIC COMMENT.

There was no unscheduled public comment.

14. ADJOURNMENT.

There being no further business, Trustee Fought motioned and Trustees Keiswetter supported that the meeting be adjourned at 4:35 p.m.

AYES: Trustees Etienne, Fought, Keiswetter, Kromm, Pretty, Rasmussen, and Shirilla  
NAYS: None  
ABSENT: Trustee Etienne



/S/ Daniel D. Rasmussen, Chairman



/S/ Melissa Keiswetter, Secretary